A3821
1977
A3821
1977
IGSL

Contra Costa County

1977 Annual Report

INSTITUTE OF GOVERNMENTAL
LIBRARY
FEB 9 1978
UNIVERSITY OF CALIFORNIA

A3821
1977

INSTITUTE OF GOVERNMENTAL STUDIES LIBRARY
109 PHILOSOPHY HALL
UNIVERSITY OF CALIFORNIA
BERKELEY, CA 94720

Contra Costa County
California

1977

An Annual Report from

Arthur G. Will
County Administrator

651 Pine Street
Martinez, California 94553
(415) 372-4080

Supervisorial Districts

County Board of Supervisors

District 1

James P. Kenny 231-3231
100 - 37th Street
Richmond, CA 94805

District 2

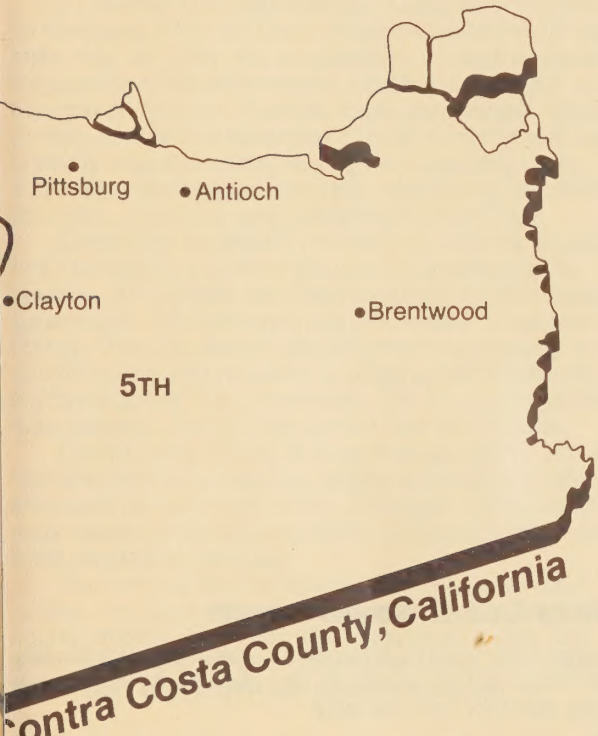
Nancy C. Fahden 372-2080
805 Las Juntas
Martinez, CA 94553

4300 Garden Road (Fridays)
El Sobrante, CA 94803 222-2822

District 3

Robert I. Schroder 284-4733
(Chairman, 1978)
3338 Mt. Diablo Blvd.
Lafayette, CA 94549

BOARD OF SUPERVISORS



District 4

Warren N. Boggess — 687-6900
(Chairman, 1977)
1331 Concord Avenue
Concord, CA 94520

District 5

Eric H. Hasseltine — 439-4138
45 Civic Avenue — and
Pittsburg, CA 94565 — 820-3742

120 S. Hartz Avenue
Danville, CA 94526

The County Board of Supervisors meets every Tuesday at 9:00 a.m. in the Board Chambers of the County Administration Building, 651 Pine Street, Martinez. All meetings are open to the public.

Your Local Government

Local government is provided in California by (1) counties, (2) cities, and (3) special service districts. All three obtain their authority from the state.

County Government

Urbanization has brought far-reaching changes to America and to county government.

In 1776, counties performed limited services. They built roads, collected taxes, and recorded documents. But as America's economic and social structures have become more varied, federal and state governments have found it increasingly difficult to manage broad programs and still meet the needs of individual communities. On the other hand, cities and towns are finding it more difficult to cope with environmental and growth problems that spill beyond their boundaries.

Counties have gradually stepped in as the one form of government small enough to respond to grassroot needs, but large enough to coordinate regional programs. County services have multiplied as they try to tackle national problems and challenges. New federally-funded programs in health, social services, employment, housing, and community development were given to the counties to administer. As a result, county revenues, budgets, and payrolls have mushroomed—they jumped more than 300% between 1963 and 1973.

Now counties build airports and libraries; run schools, community centers, and elections; control floods and solid waste disposal; fight crime, pollution, disease, and drug abuse. They provide low-income housing, nutrition services, rehabilitation, and crop inspection. They give out welfare checks, food stamps, traffic tickets, and vaccinations.

Counties were first established in California to administer state laws at the local level. As legal subdivisions of the state, they are given the responsibility for such areas as the courts and law enforcement, health and sanitation, welfare and corrections, libraries, roads and bridges, flood control, and land use planning. County duties include appraising property values, levying and collecting taxes, administering elections, licensing, maintaining vital statistics, and a myriad of other governmental activities.

California's constitution of 1879 required the legislature to establish a uniform structure of government for counties. All counties were then governed by established general law, which led to the use of the name "general law county." The constitution was later amended to permit any county by vote of its residents to adopt a charter determining the structure of its government. The 11 counties which have adopted charters are termed "charter counties."

Contra Costa County is a general law county. A five-member board of supervisors is elected by districts which are roughly equal in population. The board controls and is responsible for most county affairs, within the limits of the state constitution and laws.

Also elected are the Municipal and Superior Court judges, the County Board of Education, and seven other county officials. Other officials, department heads, and commissions are appointed by the Board of Supervisors. Their duties and powers are prescribed by law.

Population

Year	*Population*	*% Change*
1860	5,328	
1870	8,461	58.8
1880	12,625	49.2
1890	13,515	7.0
1900	18,046	33.5
1910	31,674	75.5
1920	53,889	70.1
1930	78,608	45.9
1940	100,450	27.8
1950	298,984	197.6
1960	409,030	36.8
1970	555,805	35.9
1975	582,829	4.9
*1980	622,100	6.7

*estimate

History and Background

Contra Costa County is one of 58 California counties. It was one of the original 27 counties established when California was admitted to the Union in 1849. The 1850 population count is recorded as being lost on the way to Washington, but it is estimated to have been under 2,000. Martinez was named the county seat and has remained so ever since.

The Spanish name Contra Costa means "opposite shore," referring to the fact that the county's western boundaries lay along the eastern shore of the bay opposite San Francisco. In 1853, however, much of that shoreline was lost to the county when the state legislature created Alameda County out of a large portion of Contra Costa County and a smaller portion of Santa Clara County.

When Acting Governor Pedro Fages and Fray Juan Crespi explored the Contra Costa area in 1772, they found lush valleys and peaceful Indian villages. Friendly Indians, singing and dancing, greeted the Juan Bautista de Anza expedition as it travelled through the area in 1776.

In the 1820's and 1830's ranchers settled here, under large land grants from the Spanish and, later, the Mexican governments. They brought herds of cattle, sheep, and horses and planted orchards and vineyards. When California was admitted to the Union, the ranchers began selling sections of their grants. Wheat fields, fruit and walnut orchards grew and prospered on the fertile land.

In the late 1800's the Port Costa area became the principal shipping point for grain from the Great Central Valley. Coal mining took place in the hills north of Mount Diablo.

Until 1900, Contra Costa remained mostly agricultural. The turn of the century brought industry, attracted by the availability of water transportation and the coming of the railroad. In 1900, the Santa Fe railroad made Richmond its western terminus. The following year, Standard Oil established its oil refinery there.

During World War I, Contra Costa shared heavily in the industrial development of the San Francisco Bay area. Migration into the central county swelled with the opening of the Caldecott Tunnel in 1937. Following the onset of World War II, industrial, business, and residential growth became explosive. Since then, the county has continued to be in the forefront of growth in the nine-county San Francisco Metropolitan Area.

Since 1970, the county's high rate of population growth has slowed. Both the birth rate and average family size are dropping. The proportion of children in the county's population is falling; the percentage of elderly and minorities is rising.

The county has begun to evolve from a primarily suburban fringe area of the San Francisco Bay Area into a more complex and varied urban area. It has developed a more diversified economic base, as agricultural production continues to decline.

The county's 70-mile waterfront is of significant importance. Over half of the ocean shipping passing in and out of the Golden Gate is handled through Contra Costa ports. This shoreline is the site of major oil refineries, Northern California's largest steel mill, chemical plants, food plants, and a growing roster of all types of industry, both light and heavy. These industries are served by two transcontinental railways and a network of state and national highways.

The wide valley drained by the Walnut and San Ramon creeks extends through the heart of the county. Because of its beauty and fog-free summers, it has become a large and expanding suburban residential area. Slightly more than half the county's population now lives in the central county. Only one-third lives in the west county.

The eastern portion of the county beyond Pittsburg and Antioch continues as an important agricultural area, part of the famous Delta region of the Central Valley. Along its many waterways are boating and fishing resorts.

Because it stands alone, Mount Diablo dominates Contra Costa County. It is the triangulation point in the West for the U.S. Geodetic Survey. From the top of this 3,900-foot mountain, one can see not only most of the 732.6 square miles of the county's hills and valleys and waterways, but over 40,000 square miles of the earth's surface—possibly more, say some geographers, than is visible from any other spot on the globe.

Contra Costa County is the ninth smallest county in land area of the 58 counties (732.6 square miles land, 73.3 square miles water). It is the ninth largest in population (582,829 in the 1975 census).

City Government

There are fifteen cities in Contra Costa County. These municipalities were formed to provide certain services not furnished by the County or to provide a higher level of available county services. Such additional or augmented services include police protection, fire protection, street maintenance and improvement, traffic control, licensing, recreation, planning and zoning, and the establishment of building regulations within their boundaries.

Each city is run by a council elected from within the corporate limits of the city.

Although cities have their own municipal governments, they remain within the county. Their citizens pay county taxes as well as city taxes, because the basic county services do not stop when a city is formed.

Cities often contract with the County for certain services, such as law enforcement, animal control, road maintenance, and building inspection.

Incorporated Cities

Antioch	757-3333
Area	9 square miles
1975 Population	33,215
Form of Government	Council Manager
Brentwood	634-3505
Area	I square mile
1975 Population	3,662
Form of Government	Council-Administrator
Clayton	689-3622
Area	1.1 square miles
1975 Population	1,790
Form of Government	Council
Concord	671-3000
Area	28.1 square miles
1975 Population	94,673
Form of Government	Council-Manager
El Cerrito	234-2323
Area	3.6 square miles
1975 Population	22,950
Form of Government	Council-Manager
Hercules	758-3081
Area	4.2 square miles
1975 Population	121
Form of Government	Council
Lafayette	284-1968
Area	12.9 square miles
1975 Population	19,628
Form of Government	Council-Manager
Martinez	228-4400
Area	9 square miles
1975 Population	18,702
Form of Government	Council-Manager

Moraga	376-5200
Area	9.53 square miles
1975 Population	14,418
Form of Government	Council-Manager
Pinole	758-3012
Area	4 square miles
1975 Population	15,337
Form of Government	Council-Manager
Pittsburg	439-8242
Area	10.4 square miles
1975 Population	24,347
Form of Government	Council-Manager
Pleasant Hill	934-6050
Area	6.3 square miles
1975 Population	25,398
Form of Government	Council-Manager
Richmond	232-1212
Area	32 square miles
1975 Population	70,126
Form of Government	Charter-Council-Manager
San Pablo	234-6440
Area	2.6 square miles
1975 Population	19,392
Form of Government	Council-Manager
Walnut Creek	935-3300
Area	15.3 square miles
1975 Population	46,034
Form of Government	Council-Manager

Special Districts

Special districts provide a particular service to a specific area or group of citizens, initiated by petition of voters living in that area. These services are paid for by those who use the service directly, through individual tax levies. These monies are not reflected in the general county property tax rate.

The following special districts and service areas—a total of 67—are under the control of the Board of Supervisors, which serves ex-officio as the governing body:

Districts and Service Areas Governed by the Board of Supervisors

Districts Governed by Board of Supervisors		*Service Areas Governed by Board of Supervisors*	
Co. Sanitation	4	Drainage	5
Fire Protection	13	Fire	1
Flood Control	1	Street Lighting	4
Storm Drain Maintenance	2	Library Construction	5
Storm Drainage	1	Police	4
Water Agency	1	Recreation & Parks	6
	22	Road Maintenance	1
		Miscellaneous	19
			45

There are also 50 independent special districts. Most independent districts are for a single purpose, such as fire, sewage treatment, or parks. Each of these districts is politically autonomous, governed by independently elected officials.

Districts Governed by Local Boards

Community Services	2
County Sanitation	1
County Water	3
Fire Protection	4
Irrigation	2
Local Hospital	3
Mosquito Abatement	2
Municipal Improvement	1
Public Cemetery	2
Reclamation	10
Recreation & Park	5
Resource Conservation	1
Sanitary	8
Inter-County Districts	6
	50

School Districts

More than half of all the property taxes collected in Contra Costa County are levied to finance 19 school districts, all of which are governed by independently elected school boards.

These boards determine policy for the operation of the schools; enforce the course of study and compliance with laws and regulations; employ teachers and other personnel; and are responsible for the construction, maintenance, and operation of school buildings and equipment.

School Districts Governed by Independent Boards

Community College	1
High School	2
Unified	7
Elementary	9
	19

The Budget

It is not generally known by the public that many of the services and programs operated by the county government are required by state and federal law. In some cases, such as the courts operation or welfare programs, the level of service is also mandated. Counties must abide by the rules and regulations established for mandated programs by the state and federal government. Boards of supervisors have discretion over a small portion of such expenditures, which limits their ability to control the budget.

The county is required by law to operate various public assistance (welfare) programs locally and to pay part—approximately 25%—of the expenses with local property tax dollars. Other major mandated programs include most of the operations of the sheriff-coroner, district attorney-public administrator, county clerk-recorder, the courts and marshals; and many of the services of the offices of the assessor and the treasurer-tax collector. A large percentage of the county's activities in the areas of health, medical services, probation, and rehabilitation also are required.

The Budget Process

Probably the most important action taken by the Board of Supervisors each year is the adoption of a budget which provides a financial plan, including anticipated revenues and expenditures, for the operation of county departments and agencies during a fiscal year, July 1 through June 30.

During the year, county departments prepare their budget needs and requests. The requests are reviewed and analyzed by the office of the county administrator. The administrator prepares a proposed budget for board consideration, based on public needs and funds available to pay for the service.

The Board of Supervisors' Finance Committee meets with all department heads and holds public meetings to review their budgets. The committee makes a recommendation to the whole board in August, at which time the board holds public hearings. The budget is adopted by August 30 and the tax rate is then set.

During the fiscal or budget year, the administrator's staff and departmental finance officers continue to monitor spending.

Growth and Change in the County Budget

In 1959-60, the total county budget was about $38 million. By 1974-75, fifteen years later, the budget was $189 million.

The greatest cause for this increase was the change in requirements and increased comprehensiveness of the Public Assistance expenditure category. It increased from $15 million in 1960 to over $79 million in 1974-75 and thus accounted for $4 of every $10 increase in the County budget. This increase was covered by a similar increase in the amount of revenue received from other governmental agencies.

After the Board of Supervisors adopts the county budget, the amount of monies that must be raised by local property taxes is determined. This is the difference between the budget's requirements and the amount of available estimated revenue other than secured and unsecured property taxes.

The county secured tax rate is determined by dividing the assessed value of secured property in the county into the amount that must be raised from current secured property taxes. It is stated as a rate per $100 of assesed valuation. Unsecured property tax revenue estimates are based on the secured property tax rate of the prior year.

In 1960, the county tax rate was $2.33 per $100 of assessed valuation while the total tax rate for all property tax levies countywide (including cities, special districts and school districts) ranged from a low of $5.19 in the City of Martinez to a high of $9.94 in Walnut Creek. In 1977-78, the basic county tax rate is $2 36, and the overall average rate is $11.173. The lowest overall average is in Crockett/Rodeo ($6.728) and the highest in Pittsburg ($14.013).

Estimated Revenues

There are seven major county revenue sources other than the property tax:

State and Federal Aid:

This includes amounts received from the state and federal government primarily for welfare, health, community improvement, and employment and property tax relief programs.

Charges for Current Services:

Most of these revenues are fees collected for medical treatment and care at the County Hospital and its clinics.

Taxes Other than Current Property:

Most of this revenue is the county share of sales and use taxes collected in the unincorporated area. The remainder is composed of penalties on delinquent taxes, a percentage of the sales tax collected in the cities, a real estate transfer tax, and business franchise taxes.

Use of Money and Property:

All revenue not needed for the immediate operation of the County is invested, thus developing interest, which comprises most of the revenue in this category.

Fines, Forfeitures, and Penalties:

Most of this revenue is generated by vehicle code and other court-imposed fines.

Licenses and Permits:

This revenue is derived from the issuance of animal, marriage, and business licenses, plus the fees collected for building and zoning permits.

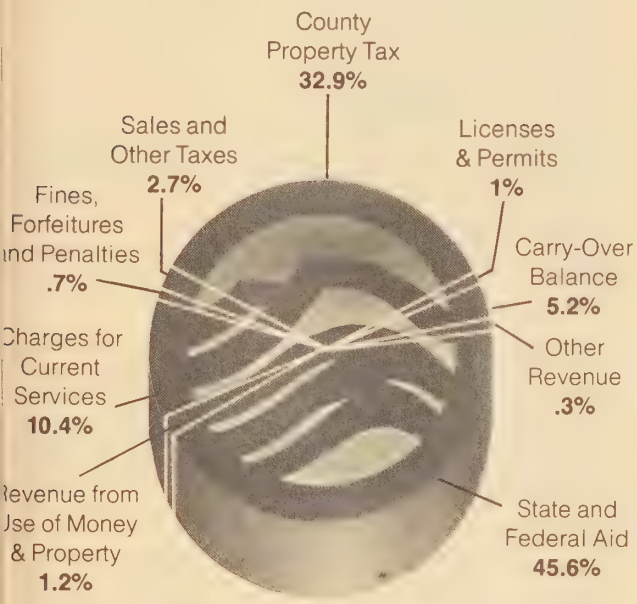
Other Revenue:

This is revenue applicable to prior years, including sale of items being replaced (mainly automobiles and trucks), the sale of maps and documents, insurance receipts, and miscellaneous small items.

Total County Revenue

Source	*1976-77*	*1977-78*
County Property Tax	$ 76,735,000	$ 82,509,000
State and Federal Aid	96,512,000	114,268,000
Charges for Current Serv.	25,600,000	26,112,000
Sales and Other Taxes	5,461,000	6,713,000
Revenue from Use of Money & Property	3,314,000	3,098,000
Fines, Forfeitures & Penalties	1,639,000	1,646,000
Licenses & Permits	1,515,000	2,510,000
Other Revenue	741,000	629,000
Carry-Over Balance	7,783,000	12,971,000
Total	$219,300,000	$250,456,000

Total County Revenue



County Expenditures

The various services and functions of county government are grouped in general areas for budgetary expenditure purposes.

Public Assistance:

Administration of the welfare program, Medi-Cal, caring for both crippled children and wards of the courts, and services to county veterans.

Public Protection:

The Court system, Clerk-Recorder, Sheriff-Coroner, District Attorney, Public Defender, Probation services, Jail, Department of Agriculture, Building Inspection, Planning, Animal Control, Flood Control, Civil Defense, and other services.

Health and Sanitation:

Medical services and public health and sanitation services performed by the County Health and Public Works Departments.

Public Works:

Maintenance and construction of the county road system, deep water channels, and airport, as well as related public works administrative expenses.

General and Administrative:

General county government, including central administration, property assessment, tax collection, elections and other financial administration for county and special district operations. It also includes various management and maintenance and operation functions.

Education:

Operation of the County Library system and the County Department of Education.

Debt Service:

This function includes interest and principal expenses on county bonds.

Total County Expenditures

Function	*1976-77 Budget*	*1977-78 Budget*
Public Assistance	$ 95,160,000	$108,720,000
Public Protection	42,805,000	48,365,000
Health & Sanitation	38,417,000	42,575,000
Public Works	14,700,000	16,263,000
General Administration	19,003,000	19,852,000
Plant Aquisition	784,000	2,020,000
Education, Debt Service & Other	5,805,840	6,549,000
Reserves	2,625,160	6,112,000
Total	$219,300,000	$250,456,000

Total County Expenditures

The Property Tax Dollar

For convenience to the public and low-cost, efficient administration, the Treasurer-Tax Collector of Contra Costa County collects and the Auditor-Controller redistributes property taxes for cities, school districts and special districts, as well as for the county government. As a result, many citizens believe that the County is receiving all of their property tax dollar. In fact, the County receives less than one-fourth of the total property tax levy.

The distribution of the average property tax dollar among the various jurisdictions in Contra Costa County is as follows:

Distribution of County Property Tax

	1976-77	*1977-78*
County	$ 77,917,684	$ 84,201,064
County Districts	17,818,447	19,145,643
Independent Districts	42,221,750	46,175,341
Schools	172,836,663	198,655,867
Cities	27,622,213	31,496,953
	$338,416,757	$379,674,868

Tax Requirements Per Capita

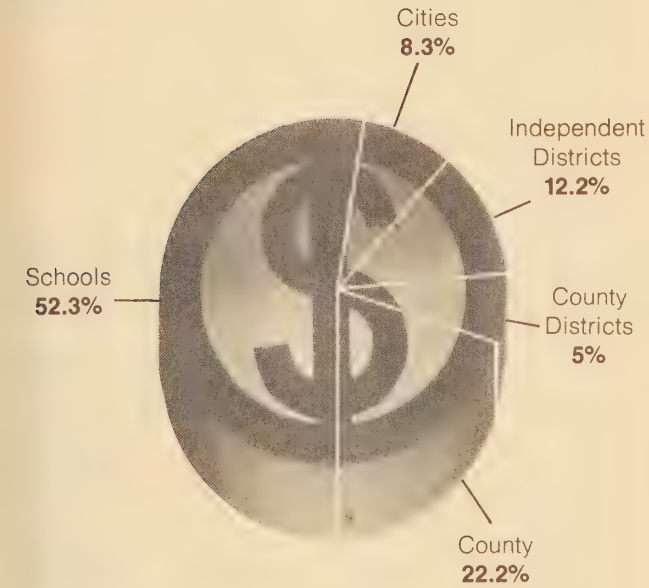
Year	*Population*	*Needed Co. Taxes*	*$/Capita*
1949–50	298,984	$ 7,296,123	$ 24.40
1954–55	336,900	12,391,105	36.77
1959–60	409,030	19,253,293	47.07
1964–65	486,860	27,726,702	56.95
1969–70	555,805	48,258,627	86.83
1974–75	582,829	69,516,576	119.27

Assessed Valuation Per Capita

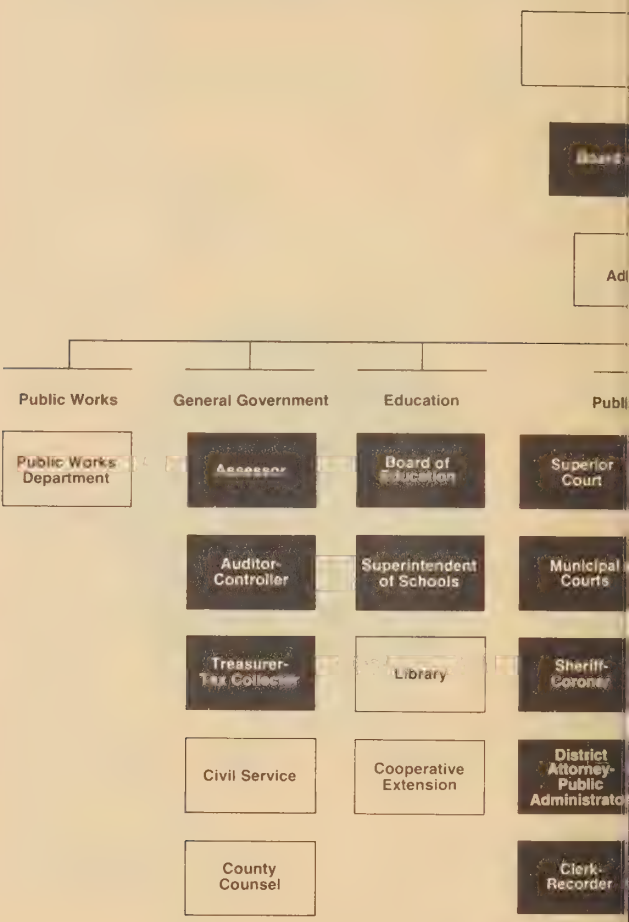
Years	*Population*	*Valuation*	*Av per Capita*
1950–51	298,984	$ 303,056,905	$1013.62
1955–56	336,900	483,940,265	1436.45
1960–61	409,030	842,042,945	2058.63
1965–66	486,860	1,215,069,130	2495.73
1970–71	555,805	1,765,219,599 (a)	3175.97
1975–76	582,829	3,197,684,666 (a)	5486.49

(a) Before homeowners and business inventory exemptions

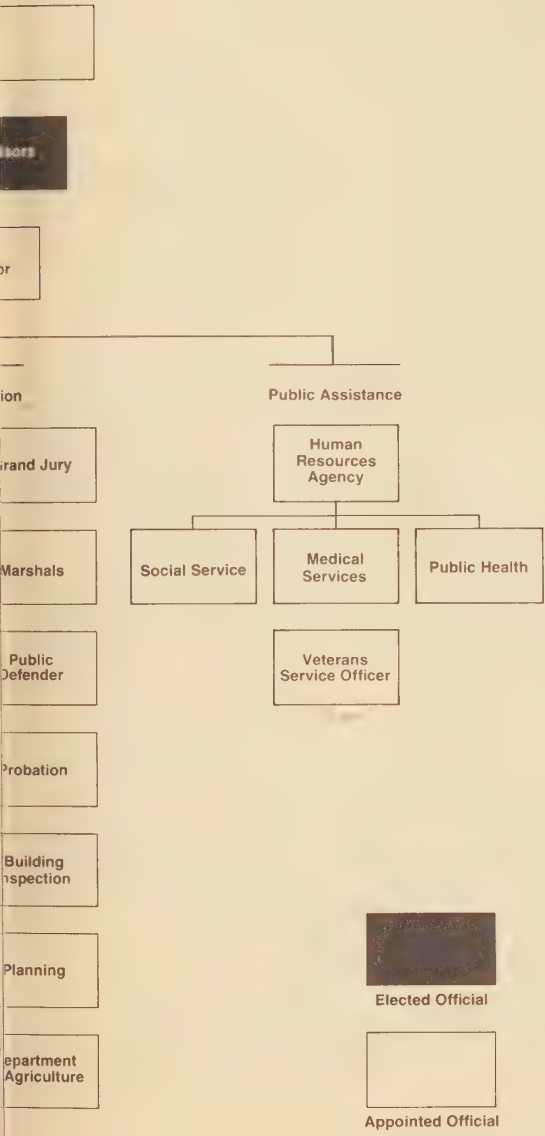
Distribution of County Property Tax



Organization for County Government



COUNTY DEPARTMENTS



The Board of Supervisors **Budget: $429,40**

The Board of Supervisors is the governing body for Contra Costa County and many county special districts.

Each of the five members of the board is elected on a non-partisan basis to a four-year term. Their terms overlap. Districts 2, 3 and 5 elect their supervisors during presidential election years and districts 1 and 4 during state general election years. Board members begin their terms at the first meeting in January, at which time they choose a new chairman and vice-chairman.

The board has a status not unlike the board of directors of a large corporation in that it sets policies and depends on the county administrator, county officials, and department heads to carry out its wishes.

The board performs legislative, administrative, and appellate functions prescribed to it by the California state constitution and statutes.

Among its responsibilities are enacting ordinances and resolutions, approving formal contracts and agreements, setting employee salaries, adopting budgets, and levying taxes.

The board exercises its appellate powers primarily by holding hearings and deciding appeals from actions taken by administrative departments of the county government.

It must adopt an annual budget which provides for the entire cost of county government. It fixes a county tax rate that will yield enough revenue to make up the difference between the estimated expenditures in the budget and the funds which are available from other sources.

The board has control of the budget and manpower of the courts and departments headed by elected officials but operational control lies with those officials: the assessor, auditor-controller, clerk-recorder, district attorney-public administrator, sheriff-coroner, superintendent of schools, and treasurer-tax collector.

County personnel are hired through a civil service system, but the board appoints the county administrator, certain department heads and members of many advisory boards and commissions.

The board is also the governing body of a variety of special districts and county service areas formed to provide such services as fire protection, lighting, recreation and flood control. Other special districts are governed by independent boards elected by the people or appointed by the board.

The business of the board is conducted publicly each Tuesday in the Board Chambers of the County Administration Building in Martinez, the county seat. Public hearings are set at other times when special issues need to be aired.

Board meetings are only a part of the work of the members, who must attend dozens of other types of meetings, listen to suggestions and complaints of county residents, participate in a variety of civic activities, and investigate and resolve a wide assortment of problems. They are called on to meet with elected representatives and officials of other government agencies. And they serve on a variety of local, state, regional, and federal government boards, committees, and commissions dealing with inter-governmental problems and relations.

Administration

County Administrator — *Budget: $744,810*

The County Administrator is appointed by the Board of Supervisors and responsible to it. As the agent of the Board, this person directs and coordinates the work of the County departments and agencies.

The Administrator puts into action the policies, rules, and regulations adopted by the Board. He makes recommendations on County policies and procedures, prepares the recommended County budget, and establishes and enforces personnel policies and practices.

Civil Service — *Budget: $1,349,930*

The Director of Personnel is appointed by the County Administrator and also serves as executive secretary to the Civil Service Commission. This department handles personnel services for the County and special districts, including recruiting, examining, and classifying jobs; labor relations; employee training and accident prevention; employee benefits; and affirmative action programs.

Office of Emergency Services — *Budget: $236,145*

The OES is a division of the County Administrator's office. It coordinates the work of public and private agencies in preparing and training for disasters and major emergencies. The office maintains the County's emergency operations center and emergency services communications systems and serves as the focal point for emergency operations.

Other duties include: handling oil and hazardous chemical accidents, directing the countywide radiation safety program, maintaining the county's weather information system, acquiring surplus federal property and equipment, and offering public information and training in emergency and disaster-related subjects.

Office of Economic Opportunity — *Budget: $499,430*

OEO is a division of the County Administrator's Office. It is the local extension of the federal Community Services Administration, which provides its operating funds. This office administers programs for low-income families in areas such as information and referral, citizen participation, and services directed to youth and senior citizens.

General Government

Assessor ***Budget: $4,359,230***

The Assessor is elected for a four-year term. This department determines the fair and equitable value of residential, commercial, industrial, agricultural, and personal property for property tax purposes. (Public utilities are valued by the State Board of Equalization.)

On or before July 1 each year, the Assessor presents the assessment roll to the County Auditor-Controller. This roll, together with the utility roll, is a list of all property in the county which is subject to local property taxes. The County uses this information to figure the tax rate needed to provide funds to operate the county government, public schools, and special district services.

Auditor-Controller ***Budget: $2,970,975***

The Auditor-Controller is elected for a four-year term. This person is the chief fiscal officer of the County and of special districts and school districts.

The Auditor-Controller's office is a "watchdog" over the legality of expenditures and the proper handling of receipts. It prepares financial reports required by the state and conducts financial audits of the County's many diversified departments and special districts. It is also responsible for data processing, centralized purchasing, and in-house reproduction services.

To assist with budget-making, the Auditor-Controller tabulates the County's revenues and its expenditures program and compiles the assessed valuation from the Assessor's rolls. He figures the tax rate and apportions tax monies to the various funds, districts, and agencies. He computes the tax bills that are distributed by the Tax Collector.

Treasurer-Tax Collector ***Budget: $1,098,380***

The Treasurer-Tax Collector is elected for a four-year term. The duty of this office is to receive, invest and maintain the cash flow for the County government and special districts. It collects property taxes and unsecured taxes for school districts, special districts, and all cities levying property taxes, as well as for the County government itself.

The Treasurer-Tax Collector's department also collects inheritance taxes, county license fees, and public health permits. It is the paying agent on municipal bonds and pays County warrants for supplies and services and the salaries of County and special district employees. It administers the County employees' retirement system and investment portfolio. It holds in trust money in the estates of persons who have died without making a will, until it is disbursed according to law.

County Counsel **Budget: $740,170**

The County Counsel is appointed by the Board of Supervisors and is the legal advisor for all County government officers, departments, commissions, and districts.

This office represents these officials in civil court actions and prepares ordinances, resolutions, bond elections, and other legal matters for them. The County Counsel attends all Board of Supervisors meetings, and deputy county counsels attend meetings of various commissions and governing bodies, to give legal advice and handle legal problems that arise.

Education

Superintendent of Schools and Board of Education **Budget: $860,600**

The Superintendent of Schools is elected for a four-year term. This department provides business, administrative, and coordinating services to school districts. It operates a variety of educational programs for mentally and physically handicapped children and for youth in juvenile court schools. Serving as the link between the school districts and the State Department of Education, it keeps records, reviews budgets, processes credentials, and issues payroll and purchasing warrants.

The elected Board of Education is the policy-making body of the County Superintendent of Schools Office. It adopts a basic course of study for the county, administers special education programs, approves contracts and agreements with school districts and other agencies; and hears appeals on student expulsion, school district boundary changes and other education-related matters.

County Library **Budget: $5,036,940**

The County Librarian is appointed by the Board of Supervisors. This department provides library and information services to the whole county, with the exception of the city of Richmond. This includes the loaning of books, magazines, records, films, and tapes. It also assists county residents with individual reference and research; provides a bookmobile to areas without libraries; delivers books to the homebound; presents art exhibits, storyhours, lectures, and crafts programs; and offers the use of its facilities for community programs.

Cooperative Extension **County Share: $120,330**

Educational and advisory services in agriculture, home economics, and 4-H club work are provided by this department.

The University of California assigns professional advisors to provide information programs and literature about farm and family food production, nutrition, youth activities, pest control, and the environment. Federal and state funds assist in financing these services.

Public Assistance

Human Resources Agency

The director of this agency is appointed by the Board of Supervisors. It has three major divisions;

Social Service — *Budget: $98,622,56*

The Social Service Department provides assistance to the poor, medically needy, and handicapped, to help them improve their circumstances and become independent. It supplies social services for the whole community, including adoption and foster care services; protective services to prevent abuse and neglect of children and adults; in-home care for the homebound; counseling for families with problems; and referrals to other service agencies.

Medical Services — *Budget: $34,405,34*

The Medical Services Department furnishes in-patient hospital services at the County Hospital in Martinez and out-patient services through clinics in Martinez, Richmond, Pittsburg, and Oakley. The department is unique in the county in providing specialized services for tuberculosis, alcohol and drug addiction, communicable diseases, premature births, psychiatric problems, mental retardation, and physical handicaps. It also operates various medical training programs.

Health — *Budget: $7,667,89*

The Health Department provides clinics for the prevention and detection of disease: immunizations, venereal disease treatment, TB tests and X-rays, Pap smears and breast examinations. It is responsible for inspecting food establishments, water supplies, public swimming pools, sewage disposal and garbage collection systems. It enforces solid waste and occupational health standards and assists with control of rodents and air, water, and noise pollution.

The department administers crippled children's services, health screening for children and senior citizens, bedside nursing and home care, emergency medical care, and the women and infants' food supplement program. Public health nurses and health educators conduct community health education programs.

The Human Resources Agency also administers the **County Manpower Program** (**CETA**), which trains unemployed and underemployed persons and places them in jobs. This program has a budget of **$8,047,520**.

Veterans Service Officer — *Budget: $145,58*

The Veterans Service Officer is appointed by the Board of Supervisors to assist veterans and their dependents in obtaining the benefits they are due under the law. This office helps them present claims for compensation and pensions and to apply for hospitalization, Veterans Administration insurance, and other benefits.

ublic Protection

ourts and Marshals — Budget: $6,057,680

uperior Court

he Superior Court judges are elected to six-year terms on staggered basis. They are in reality state officers who sit the Superior Court of the State of California in and for the ounty of Contra Costa.

This is the chief trial court, with jurisdiction in equity, obate, insanity, juvenile and felony cases, and in civil ases involving more than $5,000.

unicipal Courts

unicipal Court judges are elected to six-year terms. They onduct hearings for misdemeanor cases and for persons ith traffic violations. These courts have jurisdiction in civil atters to $5,000. Each Municipal Court has a Marshal, ho serves as bailiff and process server for that district.

rand Jury

his body of 19 electors, selected by the Superior Court, ears evidence against non-charged persons suspected crime and decides if they are to be brought to trial. It also obes the need for improved local government operaons and investigates public officers suspected of misonduct of office. The Grand Jury presents a report at the nd of its year-long term, detailing the investigations and uggestions of its committees.

uperior Court Administrator-Jury Commissioner

his person is appointed by the judges of the Superior ourt to organize and administer the non-judicial activities the Superior Court; manage the court calendar; help repare and administer the court budget; maintain statisics and assignment records; and recommend improveents in the court's administrative system. The Jury Comissioner certifies a list of trial jurors for the Superior and unicipal Courts; draws, summons, and instructs jurors.

Clerk and Recorder **Budget: $3,229,965**

The Clerk-Recorder is elected for a four-year term. This office serves as clerk to the Board of Supervisors and the Superior Court. It keeps court records; issues notices and processes; files real estate, and other legal documents; records births and deaths; issues marriage licenses and dog licenses; registers company names; receives applications for citizenship; registers voters and conducts elections.

A chief clerk is designated to serve as Clerk of the Board of Supervisors. Staff members of the Clerk of the Board's office attend all board meetings, prepare agendas for meetings, and maintain all official records for the board. This office also schedules all petitions for hearings before the Assessment Appeals Board.

Sheriff-Coroner **Budget: $14,120,092**

The Sheriff-Coroner is elected for a four-year term. This department provides police services in unincorporated areas and where commissioned by cities, directs the county's detention facilities, serves civil processes and provides a bailiff for each Superior Court, and supplies communication services for fire districts, school districts, ambulance companies and other law enforcement agencies.

The Coroner's office conducts investigations on all violent deaths and deaths for which no attending physician can certify cause. It notifies the next of kin of the death and safeguards property on the body.

The Sheriff coordinates with local, state and federal law enforcement agencies in enforcing local and state laws. The department's criminalistics laboratory provides all law enforcement agencies in the county with scientific analysis of evidence. Other programs run by the department include: burglary prevention and investigation, a marine patrol in county waterways, a litter control program and community relations programs such as ride-along and classroom education programs and minority recruitment. The department also administers a 200-member volunteer force of reserve deputies, cadets, and a search and rescue group.

District Attorney-Public Administrator — *Budget: $5,553,065*

The District Attorney is elected for a four-year term. As the chief law officer of the county, this person is responsible for prosecuting all criminals who commit crimes within the county. In order to do so, this office makes investigations of crimes, extradites known criminals to be returned for trial, gathers witnesses for trials, and researches cases.

As Public Administrator, he takes charge of all property in the county of persons who die without a will or without heirs or with heirs living outside of the state. As Public Guardian, this person is appointed by the Superior Court and given authority over the person and estates of individuals who are mentally incompetent to handle their own affairs.

The Office of the District Attorney is also responsible for handling welfare fraud, paternity, consumer fraud, major fraud, pollution, election, and conflict of interest cases. Under state law, this office collects family support payments from absent fathers who fail to provide for their minor children.

Public Defender — *Budget: $2,911,310*

The Public Defender is appointed by the Board of Supervisors to provide legal defense for persons who are too poor to employ an attorney and who are charged with criminal offenses or otherwise face possible loss of liberty under California laws. Recent court decisions and laws have expanded the work of the Public Defender to include legal assistance for minors in juvenile court and for persons alleged to be mentally ill who are facing court proceedings.

Probation — *Budget: $12,836,255*

The County Probation Officer is appointed by the Superior Court Juvenile Judge. This department investigates and reports to the court on sentences or special programs for persons convicted of crimes and youngsters brought before Juvenile Court. It advises the court on bail for persons awaiting trial, and supervises persons during their probationary period.

The department operates Juvenile Hall, Byron Boys Ranch, Youth Center and the Preplacement Center. It also makes recommendations to the court on cases of child abandonment and contested child custody.

Building Inspection ***Budget: $1,160,920***

The director of this department is appointed by the Board of Supervisors. This office enforces ordinances regulating building construction and occupancy in the unincorporated areas and on contract with some cities. It issues building permits for building plans which meet regulations. It examines work underway to see that it complies with ordinances and the terms of the permit. It also administers the housing rehabilitation portion of the Housing and Community Development Program.

Planning ***Budget: $1,375,280***

The Planning Director is appointed by the Board of Supervisors. This department prepares general plans for orderly county growth and regulates land use. It prepares and administers zoning and subdivision ordinances, prepares environmental impact reports, hears requests for variances, reviews site development plans, and reviews proposed public projects for compliance with the general plan. It also staffs county boards and commissions dealing with planning, and administers the Housing and Community Development Program.

Department of Agriculture ***Budget: $2,041,110***

The head of this three-division department is the Agricultural Commissioner and Director of Weights and Measures. The department enforces state agriculture laws and gathers crop statistics. It inspects produce for proper packing, marking and quality, according to state standards. It inspects seeds and plants for harmful diseases, insects, and weeds. It also handles weed, rodent, and pest control.

As agent of the State Division of Weights and Measures, this office checks the accuracy of weighing and measuring devices such as scales and pumps, and checks the weight of packaged and canned goods. It also directs the animal control centers, quarantining biting animals; holding lost or at-large animals; disposing of unwanted, diseased and dead animals; and operating a low-cost animal spay clinic.

Public Works

Public Works ***Budget: $19,906,154***

The Public Works Director is appointed by the Board of Supervisors. This department plans, engineers and maintains county public works facilities, such as roads and bridges, and oversees county building projects. It is responsible for maintaining county vehicles, handling right-of-way services, and administering special service areas such as flood control, storm drainage and recreation. It also operates Buchanan Field, the county airport, and coordinates planning in the areas of transportation, water quality, and sewage services.

Elected County Officials

Assessor
J. F. Wanaka
834 Court Street
Martinez 94553

Auditor-Controller
Donald Bouchet (Acting)
Finance Building
Martinez 94553

Clerk-Recorder
James R. Olsson
Courthouse
Martinez 94553

District Attorney-Public Administrator
William A. O'Malley
Courthouse
Martinez 94553

Sheriff-Coroner
Larry D. Ramsay
Administration Bldg.
Martinez 94553

Superintendent of Schools
Dr. Floyd I. Marchus
75 Santa Barbara Road
Pleasant Hill 94523

Treasurer-Tax Collector
Edward W. Leal
Finance Building
Martinez 94553

Superior Court Judges:
Richard E. Arnason
Presiding Judge
Sam W. Hall
Max Wilcox, Jr.
Norman A. Gregg
Richard P. Calhoun
David A. Dolgin
Martin E. Rothenberg
Robert J. Cooney
Thomas F. McBride
William R. Channell
Coleman Fannin
J. Patricia Herron
Courthouse
Martinez 94553

Municipal Court Judges

Bay Judicial District
George D. Carroll
David W. Calfee
Bessie P. Dreibelbis
Thomas F. Curtin
Robert J. Duggan
100 – 37th Street
Richmond 94805

Delta Judicial District
Manuel C. Rose
Gerald A. Belleci
45 Civic Avenue
Pittsburg 94565

Mt. Diablo
Judicial District
Norman Spellberg
John D. Hatzenbuhler
Louis L. Edmunds
Allen S. James
1950 Parkside Drive
Concord 94519

Walnut Creek-Danville
Judicial District
Betsy F. Rahn
Joseph R. Longacre, Jr.
John C. Minney
640 Ygnacio Valley Road
Walnut Creek 94598

Appointed County Officials

County Administrator *Arthur G. Will*	Administration Bldg. Martinez 94553
Agricultural Commissioner-Director of Weights and Measures *Kenneth E. Danielson*	161 John Glenn Drive Concord 94520
Cooperative Extension Director (a) *J. Joseph Coony*	960 East Street Pittsburg 94565
Director of Building Inspection *Robert E. Giese*	Administration Bldg. Martinez 94553
County Counsel *John B. Clausen*	Administration Bldg. Martinez 94553
Director, Office of Economic Opportunity (c) *Rita Hays (Acting)*	2265 Contra Costa Blvd. Pleasant Hill 94523
Director, Office of Emergency Services (c) *Will H. Perry*	50 Glacier Drive Martinez 94553
Deputy Public Works Director, Flood Control (b) *Joseph E. Taylor*	225 Glacier Drive Martinez 94553
Health Officer (d) *Orlyn Wood, M.D.*	1111 Ward Street Martinez 94553
Librarian *Clarence R. Walters*	1750 Oak Park Blvd. Pleasant Hill 94523
Executive Officer, Local Agency Formation Commission *Joseph S. Connery*	Administration Bldg. Martinez 94553
Medical Director (d) *George Degnan, M.D.*	County Hospital 2500 Alhambra Ave. Martinez 94553
Director of Personnel (c) *Charles J. Leonard*	Administration Bldg. Martinez 94553
Director of Planning *Anthony A. Dehaesus*	Administration Bldg. Martinez 94553
Probation Officer *Cecil Lendrum (Acting)*	Administration Bldg. Martinez 94553
Public Defender *Patrick R. Murphy*	610 Court Street Martinez 94553

Public Information Officer *Mary H. Dunten*	Administration Bldg. Martinez 94553
Public Works Director *Vernon L. Cline*	Administration Bldg. Martinez 94553
Manager, Purchasing Operations (e) *William A. Schmidt*	630 Court Street Martinez 94553
Superior Court Adminstrator-Jury Commissioner *Wilfred O'Neill*	Courthouse Martinez 94553
Veterans' Service Officer *Elmer R. Rieger*	930 Ward Street Martinez 94553
Director, Human Resources Agency *Claude L. Van Marter*	Administration Bldg. Martinez 94553
Social Service Director (d) *Robert E. Jornlin*	2401 Stanwell Drive Concord 94520

(a) U.C. Cooperative Extension
(b) A division of the Public Works Department
(c) A division of the Office of the County Administrator
(d) A division of the Human Resources Agency
(e) A division of the Auditor-Controller's Office

Major Boards and Commissions

	Meetings Held
Council on Aging 671-4233	9:30 a.m. third Wednesday 2401 Stanwell Dr., Concord
Airport Land Use Commission 372-2035	7:30 p.m. fourth Wednesda County Administration Bldg
Alcoholism Advisory Board 372-4395	3 p.m. fourth Wednesday 622 Contra Costa Blvd. Pleasant Hill
Assessment Appeals Board 372-2374	Generally 9 a.m. Wednesda County Administration Bldg
Child Health and Disability Prevention Program Advisory Board 372-2685	7:30 p.m. on a Wednesday alternate months, various locations
Civil Service Commission 372-4064	7:30 p.m. second and fourt Tuesdays, 500 Court St. Martinez
Community Development Advisory Council 372-2035	7:30 p.m. first Wednesday 3020 Grant St., Concord
Criminal Justice Agency Planning Board 685-5335	8 a.m. second Thursday 622 Contra Costa Blvd., Pleasant Hill
Drug Abuse Board 372-4221	7:30 p.m. third Tuesday 2199 Norse Dr., Pleasant Hi
Economic Opportunity Council 944-3333	8 p.m. third Thursday County Administration Bld
Board of Education 944-3432	7:30 p.m. generally secon and fourth Wednesday, 75 Santa Barbara Rd., Pleasant Hill
Emergency Medical Care Committee 372-2963	4 p.m. third Wednesday John Muir Hospital Walnut Creek
Employees' Retirement Board 372-4137	8:30 a.m. Tuesday 1111 Pine St., Martinez
Family and Children's Services Advisory Board 671-4202	12 noon second Tuesday 2401 Stanwell Dr., Concor
Housing Authority Commission 228-5330	5:30 p.m. fourth Wednesda 3133 Estudillo St., Martine

BOARDS AND COMMISSIONS

Human Services Advisory Commission 372-2919	7:30 p.m. generally second and fourth Wednesday,
Juvenile Justice and Delinquency Prevention Commissions 372-2700	9:30 a.m. third Monday Judge Herron's jury room County Courthouse, Martinez
Local Agency Formation Commission 372-4090	1 p.m. first Wednesday County Administration Bldg.
Manpower Advisory Council 671-4239	1:30 p.m. third Monday 2525 Stanwell Dr., Concord
Mental Health Advisory Board 372-4395	4:30 p.m. second Tuesday County Hospital conference room, Martinez
Planning Commission 372-2026	7:30 p.m. most Tuesdays County Administration Bldg.
Recreation and Natural Resources Commission 372-2035	8 p.m. first Monday County Administration Bldg.

Major County Events of 1976-77

July

Board of Supervisors approves reductions in Social Service Dept. positions to offset a $1.4 million deficit in federal and state funding.

Board agrees to help fund a bus system for the Moraga-Orinda area, on a two-year startup basis.

Judy Ann Miller of Pinole is named director of the county's Office of Economic Opportunity.

Board approves a new cooperative agreement with the cities of Pittsburg, Antioch and Brentwood for operation of an east county bus system.

August

Board reviews a study on the county's Human Resources Agency and votes to continue operation of the agency.

Probation department's annual report reveals that juvenile cases are gradually dropping, but include more serious problems.

State-funded study of the county's women offenders proposes additional facilities and programs to counsel and assist the growing number of jailed women.

Board adopts a $219.3 million budget for 1976-77, resulting in a 10.9 cent cut in the property tax for county government services.

September

Board votes to set up a procedure to auction unclaimed animals at the county animal control center.

Board agrees to adopt a new method of setting foster care rates, which would pay according to the problems of the children and the skills of the foster parents.

County officially adopts the Martinez Civic Center as the site of the jail and sets the capacity at 370-383 beds, following recommendations of the Detention Facility Advisory Committee and the jail planning consultants.

October

Plans for the county's new women's work furlough center are commended by the National Clearinghouse for Criminal Justice Planning and Architecture.

County learns it will receive about $1.67 million from the anti-recession portion of the Public Works Act, to help maintain basic public service and employment levels.

Board agrees to sign a contract with the Social Security Administration, which will repay the county for providing prepaid medical care to senior citizens.

County Administrator Arthur Will presents a progess report on reorganization of the medical services department and budget controls instituted.

County planning department completes its "Energy Use and Conservation Study," with the help of a federal grant.

Robert W. Giese, Pleasant Hill, is named director of the county building inspection department.

November

Board approves $120,000 contract with the Association of Bay Area Governments to prepare a surface runoff management plan, part of a regional plan for water and air pollution control.

Voters elect as new County Supervisors: Robert I. Schroder of Walnut Creek and Eric H. Hasseltine of Danville. (Supervisor Nancy C. Fahden was elected in the June primary.)

Voters defeat ballot measures to stop construction of county jail and to levy a 5-cent tax for road improvements.

County Administrator Will informs board that County will need to expand its self-insurance program because insurance protection for public agencies is becoming more difficult to obtain.

Board authorizes county health officer to certify paramedic programs and set up performance standards for paramedic operations.

Board votes to establish a volunteer program for the animal control centers, to promote animal adoption and coordinate a "lost and found" service.

County sends its solid waste management plan to the state, following approval by 14 of the county's 15 incorporated cities.

December

Kenneth E. Danielson of Concord is appointed Agricultural Commissioner and Director of Weights and Measures.

Board approves raise in fees and penalties for animals impounded by the animal control division.

Public Works Director Vernon Cline presents report on county's efforts to reduce the noise created by aircraft using Buchanan Field.

Board approves setup of "Alternatives," a counseling program to help county employees and their immediate families to cope with personal problems, particularly those related to alcoholism.

County sets up three family crisis counselling centers, to handle problems of runaway and "beyond control" youth, in compliance with a new state law effective January 1.

January

Supervisor Warren N. Boggess is elected as chairman of the board, pledges openness in county government and responsiveness to citizen needs. Supervisor Robert I. Schroder is elected vice-chairman for the coming year.

County starts planning with state and federal grants on an emergency communication system involving the cities, fire services and other emergency services organizations.

County Office on Aging expands its "senior information" service with ten new staff members and three regional phone lines to help older residents.

Board agrees to use federal funds to continue and expand the food pantry program to provide emergency food for the needy.

Board pledges personal dedication to the protection of the Delta waters, speaking out on the need to involve other Bay Area agencies in the fight to keep fresh water flowing into the Delta and San Francisco Bay.

Board agrees to sign a one-year contract with the state to continue the County's prepaid health plan, which requires expanding the program to include persons who are not eligible for Medi-Cal.

County department reports indicate the drought has resulted in agricultural losses of $9.8 million and livestock losses of $1.4 million in the county.

State Department of Benefit Payments congratulates County's social service department on its low error rate on eligibility and grant determinations.

February

Board approves schematic designs for a new building to replace the County's outdated jail in downtown Martinez.

Board directs staff to continue studies into the possibility of setting up a central permits bureau.

Report from County Administrator indicates that a new tax billing and collection system has speeded up tax collections and deposits, increasing interest earnings for the County.

The Alameda-Contra Costa Health Systems Agency is designated by the federal government as the health systems agency for the two-county health services area, replacing comprehensive health planning associations.

County Administrator issues report outlining County's efforts to reduce water use in and around County buildings.

Report by County Administrator reveals that county taxpayers are footing the bill for at least $59 million in programs the state legislature requires the County to run, without providing the money to run them.

Board votes to file suit against the State Water Resources Control Board, challenging its interim water quality control plan for the Delta.

March

County's new low-cost animal spay and neuter clinic is dedicated.

Former Democratic Congressman Jerome Waldie is named by the Board of Supervisors as the County's spokesman on water matters in Washington, D.C.

Board agrees to participate in a special committee with county mayors to discuss planning and zoning problems common to the cities and the county.

County Probation Officer John Davis retires; Cecil Lendrum named acting probation officer during recruitment for Davis's replacement.

County approves agreement with the University of California at Davis school of medicine, to provide training and clinical experience at the county hospital.

Board sponsors hearing on the need to balance economic growth with protection of the environment.

Ground is broken in Richmond by Sheriff Harry Ramsay and Board members for the County's new work/education furlough center for women.

Board holds work sessions on the County's financial status and medical services for eastern county residents.

Board approves a formal policy for appointments to county boards, commissions and committees, to ensure that county advisory bodies are broadly representative of county residents and that citizens have an opportunity to apply for membership.

Board approves a joint exercise of powers agreement with the Oakley Sanitation District to form the Oakley-Bethel Island Wastewater Management Authority, which will design, construct and operate a subregional wastewater treatment plant.

Board agrees to lease additional computer memory, in order to help with program cost reporting and payroll computations, reducing the workloads for the assessor, auditor, tax collector and court system.

Board approves state and federal grants to assist three rape crisis centers in the county, to help rape victims and their families.

Charles H. Pollack, M.D. of Martinez is named by the Board of Supervisors as the county's mental health director.

E. Patricia Herron is installed as the county's 12th superior court judge.

April

County and Eugene O'Neill Foundation assume joint responsibility for developing and maintaining the Tao House, which the state will purchase.

Board agrees with County Administrator's recommendation to centralize the Bay Municipal Court facilities in the Richmond county administration building.

Board approves Administrator's recommendation to consolidate federal manpower and public employment programs in the Manpower Office under the Human Resources Agency.

County Hospital is awarded two-year accreditation from the Joint Commission on Accreditation of Hospitals.

Board informally approves San Ramon Valley General Plan, referring minor changes to the planning commission.

Board accepts in principle recommendations of the Economic Opportunity Council that the OEO phase out of employment and education programs, in order to emphasize citizen participation, teen recreation, and information and referral services.

Board authorizes four additional sheriff's dispatcher positions to staff a new radio console for emergency medical dispatch and communications.

County Assessor E. F. Wanaka announces that four out of five property owners will receive notices of increased assessments, some as high as 100%.

Judges of the Superior Court ask the board to request the creation of two new judicial positions — a superior court judge and a court commissioner/juvenile court referee.

Board agrees to participate in a suit by government agencies to test constitutionality of a new federal law requiring local public agencies to provide unemployment insurance.

May

Board adopts final environmental impact report on county jail project and approves plans for the complex, authorizing public works to proceed with final design and construction.

Board votes to establish a Human Services Advisory Commission to work on coordination and improvement of human services.

Chief deputy public works director Michael Walford is named to coordinate county energy and water conservation efforts.

Four county programs are chosen for National Association of Counties achievement awards: Discovery Centers, the medical-social review team, public defender's jail liaison worker, and the sheriff's "correction without punishment" program.

June

Board agrees to finance two-year startup of a Pinole, Hercules and Montarabay area bus system.

Board breaks ground for the new county jail.

Board approves position statement on Delta water quality standards, stressing needs of Bay and Delta over export demands.

Board decides on distribution of $4 million in federal public works employment funds.

Planning commissions approved for Orinda and San Ramon Valley areas.

County library phases out its old library card catalog in favor of microfilm readers.

U.C. BERKELEY LIBRARIES
C123332169

University of California, Berkeley
Institute of Governmental Studies
Library

Annual report / Contra Costa
County County Administrator.

Further copies may be obtained from:

Public Information Office
County Administration Building
Martinez, CA 94553

TITUTE OF GOVERNMENTAL STUDIES LIBRARY
109 PHILOSOPHY HALL
UNIVERSITY OF CALIFORNIA
BERKELEY, CA 94720